

**TOWN OF DAVIE
TOWN COUNCIL AGENDA REPORT**

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016

PREPARED BY: Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: All

ITEM REQUEST: Schedule for Council Meeting

TITLE OF AGENDA ITEM: SELECTION OF FIRM - A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF CALVIN GIORDANO & ASSOCIATES, INC. TO PROVIDE ENGINEERING SERVICES FOR WASTEWATER TRANSMISSION MAIN IMPROVEMENTS AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

REPORT IN BRIEF: The Town solicited competitive sealed proposals to provide engineering services for wastewater transmission main improvements. RFP documents were sent to fifty-two (52) prospective proposers. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received seven (7) responses. The selection committee short listed the top three (3) firms and invited them to make an oral presentation. Upon hearing the oral presentation from the three (3) firms, the selection committee ranked the firms in order of preference. Therefore, the recommendation is for Calvin Giordano & Associates, Inc. as the top ranked firm in accordance with the ranking totals attached hereto.

PREVIOUS ACTIONS: Not applicable.

CONCURRENCES: The firm of Calvin Giordano & Associates, Inc. was chosen by the selection committee.

FISCAL IMPACT: Yes

Has request been budgeted? Yes

If yes, expected cost: To be negotiated with the highest ranked firm.

Account Name: Utilities Department Equipment Replacement Account

Additional Comments: The negotiated contract will be submitted to the Town Council for approval at a future meeting date.

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s): Procurement Authorization, Selection Committee Rankings, and Incorporation information

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, SELECTING THE FIRM OF CALVIN GIORDANO & ASSOCIATES, INC., TO PROVIDE ENGINEERING SERVICES FOR WASTEWATER TRANSMISSION MAIN IMPROVEMENTS AND AUTHORIZING THE TOWN ADMINISTRATOR OR HIS DESIGNEE TO NEGOTIATE AN AGREEMENT FOR SUCH SERVICES.

WHEREAS, the Town solicited proposals to provide engineering services for wastewater transmission main improvements; and

WHEREAS, the selection committee has selected Calvin Giordano & Associates, Inc. as the firm best qualified to provide the required services; and

WHEREAS, it is in the Town's best interest to execute a contract for such services.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council of the Town of Davie does hereby accept the selection of Calvin Giordano & Associates, Inc. as the firm best qualified to provide the required engineering services and authorizes the Town Administrator or his designee to negotiate an agreement for such software and training services and present that contract for approval at a future meeting date. Should no agreement be reached with the highest ranking firm, then the Town Administrator or his designee shall negotiate with the next ranked firm and present that agreement for approval.

SECTION 2. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____,
2008

Attest:

MAYOR/COUNCILMEMBER

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2008

TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER BUDGET ITEM & DESCRIPTION APPROXIMATE COST

040-1058-536-6405 ✓ Wastewater Transmission Line
EQUIPMENT REPLACEMENT Improvements – Engineering Services \$250,000

METHOD OF PROCUREMENT (check the one that applies)

- ☐ Open Competitive Bidding
☐ Piggyback on Contract Number _____
☐ Sole Source or Single Source
☒ Request for Qualifications

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

Signed Bruce Taylor
Department Head

Have Funds been Reserved REQ. 37/20

Date 5/21/08 Signed ADD

Signed Gary Shum
Town Administrator

BIDS SUBMITTED

VENDOR	COST
CALVIN GIORDANO & ASSOCIATES, INC.	RANKED 1 ST
CRAVEN THOMPSON & ASSOCIATES, INC.	RANKED 2 ND
CHEN & ASSOCIATES, INC.	RANKED 3 RD
R. J. BEHAR & COMPANY, INC.	NOT RANKED
KEITH & SCHNARS, P.A.	NOT RANKED
EISMAN & RUSSO, INC.	NOT RANKED
URS CORPORATION	NOT RANKED

Signed Kurt Johnson
Procurement Manager

BID SPECIFICATION COMMITTEE'S RECOMMENDATION

Vendor	Cost
CALVIN GIORDANO & ASSOCIATES, INC.	RANKED 1 ST

	A	B	C	D
1				
2				
3		WASTEWATER TRANSMISSION MAIN IMP.		
4				
5				
6	COMMITTEE MEMBER	CALVIN	CHEN &	CRAVEN
7		GIORDANO	ASSOC.	THOMPSON
8				
9	W. ACKERMAN	1	3	2
10	R. MUNIZ	2	3	1
11	M. DIEZ	1	3	2
12	L. NGUYEN	1	3	2
13	B. HITCHCOCK	2	3	1
14	B. TAYLOR	1	3	2
15	H. HYMAN	1	3	2
16				
17	TOTAL	9	21	12
18				
19	RANKING	1 ST	3 RD	2 ND
20				

BID OPENING REPORT

BID NAME: Engineering Services - Wastewater

TIME: 2:00 pm

BID NUMBER: BOS-17

DATE: 6-17-08

ESTIMATED COST: \$250,000.00

NO.	CONTRACTOR'S NAME	BID AMOUNT	COMMERCIAL RANKING
1.	<u>R. J. Behar & CO.</u>	<u>See attached</u>	<u>Proposal</u>
2.	<u>Heath & Schmans</u>		
3.	<u>URS Corporation</u>		
4.	<u>Craven Thompson</u>		
5.	<u>Calvin McDane</u>		
6.	<u>Eisman & Russo</u>		
7.	<u>Chen & Assoc.</u>		
8.			
9.			
10.			

REMARKS

SPECS SENT TO FIFTY-TWO (52) PROSPECTIVE BIDDERS
TOWN REC'D SEVEN (7) PROPOSALS

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED, AND BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

THIS IS ONLY A FINANCIAL RANKING OF ALL THE BIDS RECEIVED. THE USING DEPARTMENT IS RESPONSIBLE FOR REVIEWING THE BIDS FOR COMPLIANCE WITH ALL THE BID SPECIFICATIONS PRIOR TO SUBMITTAL OF LETTER OF RECOMMENDATION.

PURCHASING OFFICIAL: Angela Salinas

DATE: 6-17-08

WITNESS: Raula Ferrin

DATE: 6/17/08

Request for Taxpayer
Identification Number and Certification

Give form to the
requester. Do not
send to the IRS.

Print or type
See Specific Instructions on page 2

Name (as shown on your income tax return) Calvin, Giordano & Associates, Inc.	
Business name, if different from above	
Check appropriate box <input type="checkbox"/> Individual/ Sole proprietor <input checked="" type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Other	<input type="checkbox"/> Exempt from backup withholding
Address (number, street, and apt. or suite no.) 1800 Eller Drive, Suite 600	
City, state, and ZIP code Ft. Lauderdale, FL 33316	
List account number(s) here (optional) 65-0013869	
Requester's name and address (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number								
OR								
Employer identification number								

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
- I am a U.S. person (including a U.S. resident alien).

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. (See the instructions on page 4.)

Sign
Here

Signature of
U.S. person

Shelley Eick

Date June 16, 2008

Purpose of Form

A person who is required to file an information return with the IRS, must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

U.S. person. Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

- Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
- Certify that you are not subject to backup withholding, or
- Claim exemption from backup withholding if you are a U.S. exempt payee.

In 3 above, if applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

Note. If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

For federal tax purposes, you are considered a partner if you are:

- An individual who is a citizen or resident of the United States,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States, or
- Any estate (other than a foreign estate) or trust. See Regulations sections 301.7701-6(a) and 7(a) for additional information.

Special rules for partnerships. Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity.

ATTACHMENT 'C'
VENDOR/BIDDER DISCLOSURE

I, Shelley Eichner, being first duly sworn state that: The full legal name and business address of the person(s) or entity contracting with the Town of Davie ("Town") are as follows: (Post Office addresses are not acceptable):

Name of Individual, Firm or Organization:	<u>Calvin, Giordano and Associates, Inc.</u>
Address:	<u>1800 Eller Drive, Suite 600</u>
	<u>Fort Lauderdale, FL 33316</u>
FEIN	<u>65-0013869</u>
State and Date of Incorporation	<u>State of Florida, June 27, 1985</u>

OWNERSHIP DISCLOSURE AFFIDAVIT

1. If the contract or business transaction is with a corporation, the full legal name and business address shall be provided for each officer and director and each stockholder who directly or indirectly holds five percent (5%) or more of the corporation's stock. If the contract or business transition is with a trust, the full name and address shall be provided for each trustee and each beneficiary. All such names and address are as follows (Post Office addresses are not acceptable):

Name, Address, and Titles of Individual Who will Lobby:

Full Legal Name	Address	Ownership
Dennis J. Giordano, President	1800 Eller Drive, Suite 600 Fort Lauderdale, FL 33316	24%
John P. Downes, Exec. Vice President	1800 Eller Drive, Suite 600 Fort Lauderdale, FL 33316	15%
Shelley Eichner, Vice President	1800 Eller Drive, Suite 600 Fort Lauderdale, FL 33316	15%
ESOP	1800 Eller Drive, Suite 600 Fort Lauderdale, FL 33316	46%

2. The full legal names and business addresses of any other individual (other than subcontractors, materialmen, suppliers, laborers, and lenders) who have, or will have, any legal equitable, or beneficial interest in the contract or business transaction with the Town are as follows (Post Office addresses are not acceptable):

Full Legal Name

Address

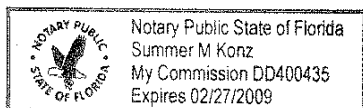
Ownership

By: Shelley Eichner
Signature of Affiant

Date: 6/16/08

Shelley Eichner
Print Name

SUBSCRIBED AND SWORN TO or affirmed me this 16 day of June
2008, by Shelley Eichner, he/she is personally known to me or has
presented _____ as identification.





Summer M. Konz
Notary Public, State of Florida at Large

Print or Stamp of Notary

DD400435
Serial Number

My Commission Expires: 2/27/2009

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Detail by Entity Name

Florida Profit Corporation

CALVIN, GIORDANO & ASSOCIATES, INC.

Filing Information

Document Number	M17373
FEI Number	650013869
Date Filed	06/27/1985
State	FL
Status	ACTIVE
Last Event	AMENDMENT
Event Date Filed	03/20/2001
Event Effective Date	NONE

Principal Address

1800 ELLER DR
STE 600
FORT LAUDERDALE FL 33316
Changed 04/02/2001

Mailing Address

1800 ELLER DR
STE 600
FORT LAUDERDALE FL 33316
Changed 03/02/2000

Registered Agent Name & Address

GIORDANO, DENNIS J
1800 ELLER DR
STE 600
FORT LAUDERDALE FL 33316
Name Changed: 04/02/2001
Address Changed: 03/02/2000

Officer/Director Detail

Name & Address

Title PCD

GIORDANO, DENNIS J
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Title V

DOWNES, JOHN
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Title V

JACKSON, ROBERT
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Title V

COOK-WEEDEN, TAMMY
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Title ST

GLASS, JANA
1800 ELLER DR STE 600
FORT LAUDERDALE FL 33316

Annual Reports**Report Year Filed Date**

2006	01/20/2006
2007	04/23/2007
2008	02/21/2008

Document Images

02/21/2008 -- ANNUAL REPORT	View image in PDF format
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